



ENVIRONMENTAL & REGULATORY SERVICES DIVISION
BUREAU OF PECFA
P.O. Box 8044
Madison, Wisconsin 53708-8044
TTY: Contact Through Relay
Jim Doyle, Governor
Aaron Olver, Secretary

Wisconsin Department of Commerce, Bureau of PECFA Bid Document

SECTION 1 - Scope of Work

The Bureau of PECFA is seeking competitive bids to perform remedial services for a petroleum release from a regulated petroleum product storage tank system. This bid is for a specified work scope. The site upon which bids are being solicited is:

Bid Round: 66
Commerce #: 53585-9999-91-A
BRRTS #: 03-65-005123
Site Name: Sharon Service Station (Gibbs Property) - Former
Site Address: 191 Baldwin St, Sharon, 53585
Site Manager: Ralph N. Smith
Address: P.O. Box 8044
City, State Zip: Madison, Wisconsin 53708-8044
Phone: (608) 261-6543
E-mail: ralph.smith@wisconsin.gov
Bid Manager: Ralph N. Smith
Address: P.O. Box 8044
City, State Zip: Madison, Wisconsin 53708-8044
Phone: (608) 261-6543
E-mail: ralph.smith@wisconsin.gov

Bid-Start Date:	May 3, 2010
Questions must be received by (See Section 2 (B)):	May 17, 2010, 4:00 PM
Responses will be posted by (See Section 2 (B)):	June 4, 2010
Bid-End Date and Time:	June 18, 2010, 4:00 PM

The case file, including report(s) and other pertinent information upon which bids are being sought, are available for review at the Site Manager's location listed above. Please contact the Site Manager for an appointment to review the file.

Copies of report(s) and other pertinent information are available for purchase at the location listed below. If pertinent information is not available, please contact the Site Manager.

Xer-Lith Printing
131 W. Wilson Street, Madison, WI 53703
Phone: (608) 257- 8900 Fax: (608) 257- 8900

SECTION 2 – Site-Specific Bid Requirements

General Comments

Site investigation and groundwater monitoring activities at Sharon Service Station (Gibbs Property) – Former (Commerce # 53585-9999-91) located at 191 Baldwin Street in the Village of Sharon must be combined with site activities at Hornby's (Jimmy's Gas and Go) – Former (Commerce # 53585-0468-26) located at 226 Baldwin Street in the Village of Sharon. The intent is to reduce mob/demob and other costs. The compliant bidder with the lowest costs for both of these two sites, *combined*, will be selected as the winning bidder. Note: Total bid amount and contingency costs will both be reviewed to determine the low bid through the duration of this scope of work project.

The PECFA Consulting Firm - Agent process is encouraged for these two projects in the Village of Sharon. PECFA consultant-agent status is an alternative approach to funding cleanup activities at PECFA eligible sites. It is designed to be an additional tool to help sites that have become stalled move forward. PECFA Consulting Firm – Agent process information can be found at the following hyperlink. <http://commerce.wi.gov/ER/ER-PECFA-Agents.html>

Please make sure billable tasks for each site are kept separate and itemized and invoiced accordingly for potential PECFA reimbursement per Comm 47.

The Sharon Service Station (Gibbs Property) final site investigation report (SIR) was not received by Commerce. A GIS Registry packet was received on October 21, 2009. A complete copy of the Commerce case file for both the consultant and the RP, the Village of Sharon, is strongly recommended to prevent duplication of effort, etc. The soils vary from clayey silts (ML) to silty clays (CL) with significant sand and gravel lenses from 0-18 feet below ground surface (bgs). From 18- 22 feet bgs, sand and gravel (SP) lenses and a predominantly sand layer (SW) are described in the cross sections. Bedrock has not been encountered at this site (regional dolomite bedrock is greater than 247 feet bgs), and no municipal wells are noted within a 1000-foot radius of the site. Hollow Stem Auger was the drilling technology used to install the seven monitoring wells. Historically, groundwater varies from 12 – 21 feet bgs, but data in the case file from October, 2004 is the most recent data. The average vertical gradient from MW-3 to MW-1 is 0.17 feet/linear foot (from 7/2004 to 10/2004). The average vertical gradient from MW-1 to MW-6 is 0.032 feet/linear foot (from 7/2004 to 10/2004). A hydraulic conductivity estimate was not provided by the consultant. Seven monitoring wells (MW-1 thru MW-7) and one temporary well TW-1 (seventy feet northwest of MW-7) were installed to date.

Commerce is not aware of any drums or soil stockpiles associated with the site at this time.

The statuses of the groundwater monitoring wells at this site are unknown due to the redevelopment of the source property into the Veteran's Memorial Park, etc. The site conditions have not been updated to reflect the current status and land use of the LUST project for this former gas station property. Underground storage tanks were registered under Facility ID: 131200. Tank records indicate one 500-gallon fuel oil UST in use, UST tank ID 357521. UST tank ID 357520 – one 1500 gallon leaded gasoline UST was closed/removed as of 9/28/1995. UST tank ID 357522 – one 500 gallon diesel UST was closed/removed as of 9/22/1995. UST tank ID 357523 – one 1500 gallon unleaded gasoline UST was closed/removed as of 9/28/1995. UST tank ID 357558 – one 1000 gallon kerosene UST was closed/removed as of 9/22/1995.

Minimum Remedial Requirements

This is a scope of work bid for activities it is not a to closure bid.

Provide a cost estimate to conduct a site status update report via site reconnaissance, measure water elevations, mob/demob, updated site diagram, UST status update (update information on the status of the UST with the Commerce Tanks Program, and show the locations of former and current UST/s and piping runs and dispensers on the updated site diagram), and a well inventory to locate and redevelop monitoring wells and repair or replace monitoring wells, if need be. Submit a brief letter report to address the monitoring well network inventory, etc. per above and steps to get the well network up to Comm 46 and Comm 47 and NR 700 rule series and NR 140 state standards, if necessary.

Install and develop a sentinel monitoring well in the ROW across North Street and between MW-5 and MW-6 with the 10 foot well screen from 15 to 25 feet below ground surface (bgs) and survey to U.S. Geodetic Standards. It should be located greater than or equal to thirty feet from MW-5 and MW-6. Please include commodity and consultant costs, including mob/demob, access agreement costs, if necessary.

All new and existing wells are to be surveyed to U.S. Geodetic standards.

Provide a groundwater flow map for each groundwater sample event due to the variable groundwater flow.

Address potential direct contact risk for contaminated soil (including Polycyclic Aromatic Hydrocarbons (PAHs), PVOC, and lead) and evaluate for potential utility corridor influences, if any.

Sample groundwater quarterly for a period of one year for this scope of work. The initial groundwater sample event shall be for VOC using EPA Method 8260 for all new wells and existing wells (first sample event only). Semi-annual groundwater sampling shall include lead (Pb) in the sampling and analysis plan. Groundwater elevation data shall be in U.S. Geodetic datum. Assume all eight existing wells are accessible and in decent condition for purposes of this bid.

Well	Frequency	Parameters
MW-1 through MW-7, TW-1, Proposed well	1 st Quarterly Sample Event only	VOCs
MW-1 through MW-7, TW-1, Proposed well	Quarterly – 2, 3, & 4	PVOC + naphthalene
MW-1 through MW-7, TW-1, Proposed well	Semi-annually (Quarter 2 & 4)	Lead (Pb)

If free product (a/k/a LNAPL – Light Non-Aqueous Phase Liquid) is encountered, measure the thickness to the nearest 0.01 foot and report this to Commerce on the same day the LNAPL is encountered. Provide recommendations to Commerce, if revisions are advisable on the groundwater parameter list, etc. If LNAPL is

encountered, bail down to the extent practical and collect a groundwater sample to determine the dissolved phase dynamic using a bottom discharge sampling device.

Update all tables and diagrams to include historic and current soil and groundwater data.

All generated waste is to be properly stored, transported, treated and/or disposed of per the NR 700 rule series.

Reporting: In addition to the site status update report, etc., provide two semi-annual reports and an online report per Comm 47.70.

SECTION 3 - Reporting Timeframes

Within *60 days* of the Commerce notification of the maximum reimbursement amount, the responsible party (RP) must execute a written contract with one of the firms that submitted a bid. Failure to execute the written contract within this time will result in ineligibility of interest expenses incurred from the date of the reimbursement cap letter until a contract is executed and work commences at the site. Work must commence within *45 days* of signing a contract. There are specific reporting requirements in Comm 47.70 to monitor the progress of activities at each bid site and there may be additional reporting requirements outlined above. The consulting firm that is contracted to complete the scope of work is required to report the progress of this site to Commerce electronically on the web site at each of the following points:

1. Within fourteen days of executing or terminating a contract with the RP.
2. Three months after entering into the contract with the RP.
3. Twelve months after beginning the work in the successful bid, unless the project is completed before that time (point 6 applies).
4. Twelve months after submitting the previous report (point 3), unless the project is completed before that time (point 6 applies).
5. No later than 10 days after encountering a change in circumstances (the list of circumstances is in Comm 47.70 (3)).
6. No later than 30 days after completing the work.
7. As directed by Commerce.

If Commerce determines that the consulting firm is failing to make adequate progress to complete the scope of work, Commerce will notify the RP and may reduce the reimbursement to accurately reflect the work completed.

Claim Submittal

A claim must be submitted to Commerce within 120 days of submitting the report described in *Reporting Timeframe, point #6*. If a claim is not submitted by the deadline described above, interest costs from the date the report (point #6) is submitted to the date the claim is received will not be reimbursed to the claimant. The claim preparation cost must be included in the Total Bid Amount and is considered within the reimbursement cap.

Questions and Answers

Questions, answers and interpretations will be considered an amendment of this solicitation. All questions must be submitted in writing (fax and electronic mail submittals are acceptable) to the Bid Manager identified in Section 1 of this solicitation. All answers and interpretations shall be in writing from the Bid Manager. Neither the PECFA program nor Commerce shall be legally bound by any amendments or interpretations that are not in writing. Bidders are not to contact other personnel located within the Department of Commerce/Bureau of PECFA concerning the site or the bid solicitation between the Bid Announcement Date and Bid End Date. No further questions will be addressed after the deadline for submitting questions identified in Section 1.

SECTION 4 - Conditions of Bid

The successful bidder will be the entity that complies with all provisions of the bid and provides the lowest total cost, excluding interest, for the site-specific bid requirements described in Section 2. In preparing the bid, the bidder must assume compliance with all applicable codes, including, but not limited to, §Comm 46, §Comm 47, and §NR 700 Wis. Admin. Codes.

The bid Commerce selects to determine the least costly method of remedial action will be the least costly qualified bid. Commerce will rank the bids solely on the basis of cost. Evaluation of bids will continue until the least costly qualified bid is identified. Submittals from an individual or firm during their period of disqualification from bidding, submittals received late and for submittals without a certified commitment (performance assurance and/or signature) will not be considered as bids. Commerce may disqualify a bid for the following reasons:

- Requirements of the bid specifications have not been met.
- The remedial strategy is not appropriate to the geologic setting.
- A Total Bid Amount is insufficient to fund the activities described in the bid specifications.

Commerce reserves the right to reject any and all bids.

Any proposed technology or methods used in the remediation must be allowed for use in the State of Wisconsin and approvable by the agency with jurisdiction (Natural Resources or Commerce).

The bidder Commerce intends to select may be required to provide input to and attend a meeting with the PECFA program and the claimant to explain the bid and remedial approach.

If a bid is disqualified, Commerce will provide written notification to any individual or firm that submitted a disqualified bid. The notification shall specify the reasons for the disqualification, and inform the individual or firm of their right to protest or appeal the decision. If a bid is more costly than the bid Commerce intends to select, the bid will not be reviewed.

The *Notice of Intent* will identify the least costly bid, disqualified bid(s) and bid(s) not reviewed. The *Notice of Intent* will be sent to the RP and will be posted on PECFA's Internet Web site.

SECTION 5 - Instructions to Bidders

Between the bid start and end dates, bidders shall not discuss or attempt to negotiate any aspects of the bid with the RP, other potential bidders or program staff without prior approval of the Bid Manager identified in Section 1. Infractions will result in rejection of the violator's bid and may result in a formal complaint being filed with the Department of Regulation and Licensing.

If access to the site is necessary for the preparation of a bid, access shall be arranged through the Bid Manager. If the Bid Manager is not able to arrange site access, this will not delay the bid process nor negate the comparison and selection from among the bids submitted. All costs associated with a site visit or preparation of a bid will be the bidder's responsibility.

The Bidding Process must conform to the following:

1. The Bid Response shall address all the site-specific bid requirements identified in Section 2.
2. The total bid amount to accomplish the stated goal must include all fees, reporting costs, pre- and post-closure costs and costs for establishing restrictions or institutional controls, when applicable (interest costs are excluded).
3. The submittal must include a copy of the Bid Response document signed by a Professional Engineer, Professional Geologist, Hydrologist or Soil Scientist licensed by the State of Wisconsin. The appropriate registration number of the professional license must be included. Registration requirements are listed in Comm 5.
4. Bids *cannot* be faxed or sent electronically (email) to the program. Documents received by fax or email will not be considered.
5. Bids, amendments thereto or withdrawal requests must be received by 4 pm on the bid end date.
6. The consulting firm's name must be included and all pages of the Bid Response.
7. All costs must be printed (ink, typewritten or computer). Errors must be crossed out, corrections entered and initialed by the person signing the bid. Correction fluid is not allowed. No bid shall be altered or amended after the time specified for the bid end date.
8. Each bidder shall fully acquaint themselves with conditions relating to the scope and restrictions attending to the execution of the work under the conditions of this bid. The failure of a bidder to acquaint themselves with existing documented conditions shall in no way relieve any obligation with respect to this bid.
9. All amendments to and interpretations of this bid shall be in writing from the Bid Manager. Neither Commerce nor the program shall be legally bound by any amendment or interpretation that is not in writing.
10. This bid is intended to promote competition. If the language, specifications, terms and conditions, or any combination thereof restricts or limits the requirements in this bid to a single source, it shall be the responsibility of the interested bidders to notify the program in writing so as to be received five days prior to the opening date. The bid may or may not be changed; however a review of such notification will be made prior to award.

SECTION 6 - Bidder Disqualification

Commerce may disqualify from public bidding any individual or firm that has committed any of the following (Comm 47.67 (1) (a)):

1. Failed to complete the scope of work within the reimbursement cost cap established through public bidding.
2. Failed to complete the scope of work in a bid in a timely manner.
3. Failed to follow DNR rules on the bid project.
4. Received one or more notices from Commerce under s. Comm 47.62 (2) that assess the financial management of an investigation as unacceptable.
5. In any prior occurrence that has been publicly bid, failed to do either of the following:
 - a. Pay subcontractors after receiving payment for them.
 - b. Obtain lien waivers on or before the date of the final payment by the RP or the PECFA program, from all subcontractors paid under subd. 5. a.
6. Failed to execute a contract with the RP as required in s. Comm 47.69 (1).
7. Failed to commence work within 45 days after executing a contract, as required in s. Comm 47.69 (3).

Commerce may disqualify any individual or firm from performing further work on a project if the individual or firm has not completed any of the six reporting points required in Comm 47.70 and outlined in Section 2 of this bid document. Commerce will review and address the issue as stated in Comm 47.70 (4).

BID RESPONSE – BID ROUND 66

(1st Page)

Department of Commerce PECFA Program

Site Name: Sharon Service Station (Gibbs Property)

Commerce #: 53585-9999-91-A

BRRTS #: 03-65-005123

Submit Bid Response To: Cathy Voges
Public Bid Response
Department of Commerce PECFA Bureau
201 W Washington Ave, Madison WI 53703-2760 or
PO Box 8044, Madison WI 53708-8044

Consulting Firm Name: _____

Complete Mailing _____

Address: _____

Telephone: () - _____

Fax Number: () - _____

E-mail Address: _____

Bidder (check one that applies):

<input type="checkbox"/>	Professional Engineer	License # _____
<input type="checkbox"/>	Professional Geologist	License # _____
<input type="checkbox"/>	Hydrologist	License # _____
<input type="checkbox"/>	Soil Scientist	License # _____



Use this box to certify (by marking with a check or X) a commitment to complete the work described in the bid specifications in its entirety for the Total Bid Amount proposed below. Failure to provide this performance assurance will disqualify this bid response. Providing unsolicited qualifications and/or contingency statements in your bid submittal will disqualify the bid response.

Total Bid Amount: \$ _____

Print Name: _____

Title: _____

I certify that I have the authority to commit my organization or firm to the performance of the bid I have submitted.

Signature: _____

BID RESPONSE – BID ROUND 66**(2nd Page)**

Department of Commerce PECFA Program

Site Name: Sharon Service Station (Gibbs Property)**Commerce #: 53585-9999-91-A****BRRTS #: 03-65-005123****Consulting Firm Name:** _____

A bid will be considered non-compliant if the bid response does not include a separate tabulation of costs for each activity.

1	Install, construct, develop sentinel well.	\$	
2	Surveying costs to U.S. Geodetic standards.	\$	
3	Address direct contact risk & utility corridor pathways, if any.	\$	
4	Monitoring (including analytical costs) per event	\$	
5	Number of monitoring events	\$	4
6	Monitoring subtotal (Row 4 X Row 5)	\$	
7	Documentation (Reports, data compilation, etc.)	\$	
8	Waste Disposal	\$	
9	PECFA Claim Preparation	\$	
10	Total Bid Amount	\$	